CHECKOUT LAUNCH CONTROL SYSTEM (CLCS) BUSINESS RECORDS

PROCESS	GENERIC BUSINESS RECORD TITLE	RESPONSIBLE FOR COMPLETION	FILE LOCATION (Office No.)	RETENTI ON PERIOD	ARCHIVE LOCATION	ARCHIVE PERIOD
Program Operating Plan (POP) KDP-P-1165	Work Breakdown Structure (WBS)	DP-PCO/Planning and Analysis Lead	Electronic Media (EM)/PC in PCC Rm 3036A Hard Copy/PCC Rm 3036A	End of Project	N/A	N/A
	Task Description Sheets	DP-PCO/Planning and Analysis Lead	EM/PC in PCC Rm 3036A	End of Project	N/A	N/A
	Call Letter (Memo)	DP-PCO/Planning and Analysis Lead	EM/PC PCC Rm 3036A	End of Project	N/A	N/A
	Rough Order of Magnitude (ROM) Cost Summary	DP-PCO/Planning and Analysis Lead	EM/PC PCC Rm 3036A	End of Project	N/A	N/A

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KENNEDY SPACE CENTER BUSINESS MANAGEMENT SYSTEM

Content Revised: 5/12/98 KDP-KSC-F-1147

Rev: Basic